

**BROOKS DEVELOPMENT AUTHORITY  
PLANNING & DEVELOPMENT COMMITTEE MEETING AGENDA  
Thursday, May 27, 2010, 11:30 A.M.  
1 B.D.A. CROSSING, SUITE 100, San Antonio, Texas 78235  
BDA BOARD ROOM**

RECEIVED  
CITY OF SAN ANTONIO  
CITY CLERK  
2010 MAY 24 AM 10:09

1. MEETING CALLED TO ORDER
2. APPROVAL OF THE MINUTES FROM April 29, 2010 MEETING
3. CITIZENS TO BE HEARD
4. ITEMS FOR COMMITTEE RECOMMENDATION
  - A. **Small Business Incubator Lease** – authorizing approval for the President and CEO to negotiate and execute a lease agreement with Indatatech, **a minority, service-disabled company** for five (5) years at building 705 for services to include the creation, and equal share of all revenues generated through a Business Incubator at Brooks City-Base; and include a lease rental rate of two thousand dollars (\$2,000) or fifty (50) percent of the revenues from the Incubator operations after two years, whichever is greater. – **Tim Bartlett**
  - B. **VIA Memorandum Of Understanding (MOU)** – authorizing approval for the President & CEO to accept an MOU with VIA for the Right of First Refusal / Option Contract to ground lease or purchase up to five (5) acres for a Transit Station. - **Andrew Zapata**
  - C. **Building 414** – authorizing the President & CEO to negotiate and execute a lease for 8,988 rentable sq. ft. of office and general worship space in Building 414 with the Community Bible Church of San Antonio for a period of three (3) years beginning July 1, 2010 at 3.00 per sq. ft for a total of \$26,964 per annum; with increases of \$2.00 per rentable sq. ft. the second and third year. – **Don Jakeway and Tim Bartlett**
  - D. **CoSA Leases** – authorizing amendments to Fleet Maintenance, and Storm Water leases; and authorizing leases for Council District 3 (Building 510A) and license for ITSD storage (Building 950) with the City of San Antonio. – **Tim Bartlett and Don Jakeway**
5. DISCUSSION ITEMS:
  - A. Campus Opening Extension – **Don Jakeway and Bart Sanchez**
  - B. Defense Economic Readjustment Zone (DERZ) – **Don Jakeway & James Henderson, Deputy Director, Office of Military Affairs**
  - C. Planning & Development Update - **Andrew Zapata**
    - BHS Project
    - BDA Projects
      - Development Projects
        - Greenfield Park
        - Multi-Family Site

- Infrastructure Projects
  - *S. New Braunfels I & II*
  - *Inner Circle I, II, & III*

D. Air Force Update – **Mr. John McCarthy**

6. INFORMATION ITEMS:

- Next Planning and Development Committee Meeting – June 27th

7. EXECUTIVE SESSION

Announcement: The Brooks Development Authority Board reserves the right to adjourn into executive session at any time to discuss any of the matters listed above, as authorized by Texas Government Code Section 551.071 (consultation with attorney), Section 551.072 (deliberations about real property), Section 551.073 (deliberations about gifts and donations) Section 551.074 (personnel matters), Section 551.076 (deliberations about security devices), Section 551.086 (economic development).

- Personnel Issues – Don Jakeway

8. ADJOURNMENT

Disability Access Statement

This meeting place is accessible to disabled persons. Accessible parking is located at Brooks Development Authority. To arrange for special assistance to attend this meeting, please call the BDA office at 678-3300. Requests for an interpreter for the hearing impaired must be received at least 48 hours prior to the meeting by calling 678-3300 V/TCC for assistance.

**BROOKS DEVELOPMENT AUTHORITY  
FINANCE COMMITTEE MEETING AGENDA**

Thursday, May 27, 2010 -1:00 p.m.  
Brooks Development Authority, Board Room  
1 B.D.A. Crossing, Suite 100, San Antonio, Texas 78235

RECEIVED  
CITY OF SAN ANTONIO  
CITY CLERK  
2010 MAY 24 AM 10:08

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1. MEETING CALLED TO ORDER

2. APPROVAL OF MINUTES:

- Finance Committee Minutes for March 26, 2010 meeting.

3. CITIZENS TO BE HEARD

4. ITEMS FOR COMMITTEE RECOMMENDATION TO BDA BOARD

- A. **Small Business Incubator Lease** – *authorizing approval for the President and CEO to negotiate and execute a lease agreement with Indatatech, a minority, service-disabled company for five (5) years at Building 705 for services to include the creation, and equal share of all revenues generated through a Business Incubator at Brooks City-Base; and include a lease rental rate of two thousand dollars (\$2,000) or fifty (50) percent of the revenues from the Incubator operations after two years, whichever is greater. – Tim Bartlett*
- B. **VIA Memorandum Of Understanding (MOU)** – *authorizing approval for the President & CEO to accept an MOU with VIA for the Right of First Refusal / Option Contract to ground lease or purchase up to five (5) acres for a transit station. - Andrew Zapata*
- C. **Community Bible Church Lease** – *authorizing the President & CEO to negotiate and execute a lease for 8,988 rentable sq. ft. of office and general worship space in Building 414 with the Community Bible Church of San Antonio for a period of three (3) years beginning July 1, 2010 at 3.00 per sq. ft for a total of \$26,964 per annum; with increases of \$2.00 per rentable sq. ft. the second and third year. – Don Jakeway and Tim Bartlett*
- D. **CoSA Leases** – *authorizing amendments to Fleet Maintenance and Storm Water leases; and authorizing leases for Council District 3 (Building 510A) and license for ITSD storage (Building 950) with the City of San Antonio. – Tim Bartlett and Don Jakeway*

5. DISCUSSION ITEMS:

- A. Campus Opening Extension – **Don Jakeway and Bart Sanchez**  
B. Defense Economic Readjustment Zone (DERZ) – **Don Jakeway**  
C. March 2010 and April 2010 Financials – **Bart Sanchez**  
D. 2011 Budget Status – **Bart Sanchez**  
E. Depository RFP – **Bart Sanchez**  
F. Roof Top Development Opportunity – **Tim Bartlett**  
G. Air Force Update – **John McCarthy**

## 6. INFORMATION ITEMS:

- Schedule of Next Meeting- June 8, 2010

## 7. EXECUTIVE SESSION

Announcement: The Brooks Development Authority Board reserves the right to adjourn into executive session at any time to discuss any of the matters listed above, as authorized by Texas Government Code Section **551.071 (consultation with attorney)**, Section **551.072 (deliberations about real property)**, Section 551.073 (deliberations about gifts and donations) Section 551.074 (personnel matters), Section 551.076 (deliberations about security devices), Section 551.086 (economic development).

- Personnel Issues – Don Jakeway

## 8. ADJOURNMENT

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